

<p style="text-align: center;"><b>TOWN OF SOUTH BETHANY LEADERSHIP AND COMMITTEE REPORTS FOR MARCH 8, 2019, TOWN COUNCIL REGULAR MEETING</b></p>
--

## **LEADERSHIP REPORTS**

- **Mayor's Report**—Submitted by Mayor Saxton:
  1. Attended the Association of Coastal Towns (ACT) meeting on February 22nd. Nothing significant to report from the meeting.
  2. After the February Workshop met with the Town Manager, Finance Director and Town Treasurer to review suggestions from the Town Council members. Reviewed the Capital budget and possible adjustments to the ARM account that the Budget and Finance Committee may consider at a later date.
  3. Along with the Town Manager finalized the negotiations for renewal of the Town contract with Sharp Energy. The final draft of the contract will be reviewed and voted on at the March Town Council Meeting.
  4. Reviewed candidate applications for the Seasonal Officer positions for summer positions for the Police Department.
- **Town Manager's Report**—Submitted by Maureen Hartman:

## **UPCOMING ...**

- ✓ **Town Council Meeting:** Friday, March 8
- ✓ **Council Workshop:** Thursday, March 28

## **DEPARTMENTS ...**

### **Police**

- Handled 17 complaints in month of February (see att'd report).

### **Finance**

- Continue to work on the FY2020 budget with Council, Town Manager, and Budget and Finance Committee.
- Installation of kiosk week of 3/11.
- Updating website to allow the purchase of parking permits.

### **Code Enforcement**

- Continue to work with Charter and Code on Ordinance changes.
- Assisted Chief with tractor trailer issue in town.
- Issued 18 building permits in February (see att'd report).
- Completed 14 property inspections in February.
- Providing technical advice and assistance to Public Works.

### **Public Works**

- Finished Periwinkle street repair project.
- Beach walkway/Fence project completed.
- Generator services and set up on weekly auto-run program.
- Preparing beach signs for installation, adding sand to walkway entrances due to erosion, and planning to remove blown sand from Sandpiper walkways.
- Town-wide mulching starts in April and plants have been ordered.
- Working on drains along town streets.
- Working with manager to prioritize street repairs.
- Stencil Rt. 1 walkways with new "Pedestrian Only" logo.
- Reviewing applications for seasonal maintenance employee.

**Town Manager**

- Working on FY2020 budget.
- Finalizing reviews on Sharp contract.
- Researching road projects with maintenance supervisor.
- Continue to work on the 50<sup>th</sup> anniversary celebration.
- Working with Mayor on several issues.

---

# POLICE REPORT

## FEBRUARY 2019

---

In the month of February the South Bethany Police Department handled a total of **17** complaints:

**Animal Complaints: 0**

**Assist Other Agencies: 2**

**Assault/Harassment: 0**

**Burglary/Theft: 0**

**Criminal Mischief: 1**

**Death Investigation (Natural): 0**

**Disorderly Person/Fights: 0**

**Domestic/Civil Dispute: 0**

**Drug Arrests (Civil): 0**

**Fire/Burglary Alarms (False): 5**

**Fireworks: 0**

**Gas/Water Leaks: 1**

**Local Fugitives Apprehended: 0**

**Lost/Found Property: 0**

**Medical Calls: 0**

**Miscellaneous Investigations: 1**

**Trespassing: 0**

**Mental Patient Transports: 0**

**Community Contacts: 0**

**911 Disconnects: 0**

**Missing Persons: 0**

**Noise Complaints/Loud Party: 0**

**Parking Complaints: 1**

**Scam Investigations: 0**

**Prohibited Construction: 0**

**Property/Well Being Checks: 3**

**Public Assists: 1**

**Resisting Arrest: 0**

**Suspicious Vehicle/Persons Complaints: 1**

**Town Code Violations: 0**

**Traffic Controls/Violations/Hazards: 1**

**Towed Vehicles/Disabled Vehicles: 0**

**Vehicle Collision Investigation: 0**

**Vehicle Lockouts: 0**

**DUI Arrests: 0**

## Code Enforcement Report February 2019

Activity from February 1–28, 2019

To: Maureen Hartman

### Activities

1. Telephone calls .....	107
2. Walk-In .....	16
3. Violation Notices:	
Call for corrections.....	4
Property maintenance .....	2
Construction trash .....	2
Drainage	
Trash / Recycle carts.....	0
Work hours .....	0
4. Building Permits issued .....	18
Renovations .....	2
New Residence .....	0
Decks .....	1
Roofing .....	0
Other .....	15
5. Stop Work Orders issued .....	1
6. Grass Cutting Performed .....	0
7. Mercantile Licenses issued .....	4
8. Occupancy/Compliance Certificates issued .....	2
9. Certificate of Occupancy Revoked .....	0
10. Complaints .....	2
11. Property Inspections .....	14
12. Drive-by Inspections made daily entire town	
13. Meetings   Homeowners.....	6
Builders .....	8
14. Preliminary Plan Review.....	3
15. Emails:   Read – 947   Responses required –188	

## **COMMITTEE REPORTS**

- **Budget and Finance Committee** – Submitted by Councilmember Boteler:

The Budget and Finance Committee met on Tuesday, February 12, 2019 and Tuesday, February 26, 2019 to review the FY 2020 draft budget and to develop a ten year capital plan. At both meetings, various adjustments were discussed and agreed upon for the purpose of bringing the proposed budget closer to balance. The capital plan will present anticipated capital expenditures for a ten year period along with anticipated funding sources. The committee discussed the possibility of seeking external financing in the future should reserves be insufficient for capital spending requirements, such as canal dredging, beach replenishment, street maintenance, etc. There are no current plans to seek external financing, but rather a recognition that, lacking a steady accumulation of additional reserves via future annual operating surpluses, our current reserves are likely insufficient to meet anticipated capital spending requirements over the ten year capital plan period.

The operating budget and capital plan were discussed at the Town Council's Thursday, February 28, 2019 budget workshop. Council members provided valuable input regarding additional budget and capital plan adjustments in advance of the budget presentation at the Town Council's Friday, March 8, 2019 meeting.

- **Charter and Code Committee** – Submitted by John Fields, Chair:

The Charter and Code Committee is currently working on an ordinance to allow Town sponsored bonfires on the beach. This ordinance is expected to have a first reading at the regular Council meeting on April 12, 2019.

- **Communications and Public Relations Committee** – Submitted by Councilmember Stevenson:

The Committee met on March 1, 2019, with all members present.

The Committee approved the purchase of a South Bethany Drone Video to be placed on the Town Website. Wings Drone Photography will produce the film which will highlight all the beauty and amenities of our town.

The Committee will sponsor an All Town Pot Luck Party on March 16th at 6 p.m. Town residents and their guests are invited and requested to make reservations with Lisa Saxton (saxtonln1@yahoo.com) or by calling the Town Hall. It's a St. Patrick's Day Party and Green is the theme. Please bring a dish to share. Some beverages will be provided.

Summer Yoga and Boot Camp/Exercise Vendors will now have mercantile licenses. They will manage their own advertising, however their classes will be listed on our Summer Fun Calendar.

Movies will be held July 17th and August 3rd. The Committee is researching movie titles. If the proposed Bonfire Ordinance is passed, the Committee will host a bonfire at their planned August 31st BYOFandB (Bring Your Own Food and Beverage) party on the beach.

A discussion of the South Bethany Anniversary Party plans included a review of the Anniversary Seal. Current participants at the event include Steel Drums, Grotto Pizza, McCabes, Melvo, Face Painters, SBPOA, Historical Society, Women's Club, Lifeguards, Water Quality Committee, CEC, CPR, Coast Guard Auxiliary, and Bethany Beach Fire Company. The SBPOA has given a monetary donation and the Historical Society is planning a big surprise gift!

Plans include music, free food and gifts, a tail gate toss competition, entertainment for kids, displays and informational booths. The event will be held from 1 to 4 p.m. on June 30th, Rain or Shine! Mark your calendars!

- **Community Enhancement Committee** – Submitted by Councilmember Callaway:

**CEC Updates**

- The CEC's last meeting was held on December 12, 2018.
- The purchase order for the new fitness equipment was submitted to Liberty Parks on February 27. The town will be reimbursed for the equipment by the grant received from DE Outdoor, Recreation, Parks and Trails. It is estimated that the equipment will be delivered in 6 weeks. The CEC will host a grand re-opening of the SB Fitness Area on Earth Day April 22nd.
- The new children's Little Free Library will be dedicated on Earth Day, April 22nd. The CEC thanks Councilman Frank Weisgerber for building this separate one just for children! Frank constructed the other two LFL located at Town Hall and on Ocean Drive.
- CEC is working on the town's 50th Anniversary. The CEC members will host a booth and also SB's first Cornhole Tournament. Stay tuned for more details and look for additional information via a Town Email News Update.
- Melvin and Kim Royster have agreed to schedule a weekly fitness class at the SB Fitness Area during the late spring and summer season. Day and specific time and start date are to be determined. The Roysters have also agreed to sponsor a demonstration fitness class at the SB Fitness Area during the 50th Anniversary event.